

**Capital Area Human Services District Board Meeting  
Monday, December 5, 2011**

**Members Present:** Kay Andrews; Amy Betts; Christy Burnett; Dana Carpenter, Ph.D.; Kathy D’Albor; Wayne Delapasse; Gail Hurst; Becky Katz, Vice Chair; Vickie King; Sandi Record; and Barbara Wilson

**Members Absent:** Rev. Louis Askins; Tandra Davison; Kay Long; Gary Spillman; and Jermaine Watson, Chairperson;

**CAHSD Executive Staff Members:** Jan Kasofsky, Ph.D., Executive Director; Carol Nacoste, Deputy Director

ITEM	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP TIMELINE
<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• Approval of Agenda December 5, 2011</li> <li>• Approval of November 7, 2011 Minutes</li> </ul>	<p><b>Christy Burnett, Vice-Chair</b></p>	<p>The meeting was called to order at 2:07 p.m. by Christy Burnett, Vice-Chair.</p> <p>Motion for approval of the November 7, 2011 minutes with the consent December agenda made by Sandi Record, seconded by Gail Hurst and unanimously carried.</p>	
<p><b>Reports from Executive Director</b></p> <ul style="list-style-type: none"> <li>• Communications: Updated Website, EBR Parish Coroner’s Transition Committee,</li> </ul> <p>Movie Theater Ad</p> <p>Magellan Meetings</p>	<p><b>Dr. Kasofsky</b></p>	<p>The new CAHSD website has been built and goes live within the next week. We will provide a demonstration at the next meeting.</p> <p>Dr. Kasofsky and Dr. Heintz will be on a transition team for the newly elected Coroner, Dr. Clark. He has also invited law enforcement from the region to collaborate. Dr. Clark will be participating in the Behavioral Health Services Collaborative and will attend the MHERE meetings.</p> <p>CAHSD has partnered with Crimestoppers to purchase ad space at two local movie theaters. The ad focuses on addiction treatment and will go live on December 16th at both the Rave at the Mall of Louisiana as well as the Rave at O’Neal. The ad is set up to run for 28 weeks. Two (2) ads will run in each movie theatre (daily) in the pre-show. The first ad will run in the first half of the pre-show (about 15 to 25 minutes before the movie starts) and the 2nd ad will run in the second half of the pre-show (about 0 to 15 minutes before the movie starts). Each movie theatre has approximately 15,000 to 20,000 viewers per week. The contract for Crimestoppers to provide this advertising is \$10,000.</p> <p>Magellan will oversee all mental health services, both indigent and Medicaid covered. CAHSD will be a convener for the community</p>	

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		providers.	
<ul style="list-style-type: none"> <li>Radio Spots</li> </ul>		The radio spots are going well. Blackwell Communications will produce two more spots, one for men and one for women.	
<ul style="list-style-type: none"> <li>Managed Care Transitions: EHR</li> <li>QoL Meds</li> <li>Potential Contract with Practice Management</li> </ul>		<p>The EHR has a snag with the deadline. There are issues with the build-out. Dr. Kasofsky will keep the Board updated on the progress.</p> <p>CAHSD is privatizing its pharmacy. Quality of Life (QOL) will locate at CAHSD beginning January 30th. This approach will save CAHSD \$214,000 annually in administrative and pharmaceutical costs. QOL will pay rent per square foot of space. Medicaid clients will be able to fill prescriptions at CAHSD along with indigent, private insurance clients and staff. All clinics, satellites, and Patient Assistance Program (PAP) will be served by QoL. CAHSD will pay the fee for indigent clients. It is not a joint venture with CAHSD – it is a pharmacy located here – no one outside of CAHSD can have their prescriptions filled.</p> <p>CAHSD may contract with a Practice Management company to help determine and negotiate costs with the managed care and insurance companies.</p>	
<ul style="list-style-type: none"> <li>CIT Institute Update</li> </ul>		Officers were very pleased with the 7 <sup>th</sup> CIT institute. Among the 26 attendees, there were six (6) Zachary police officers who participated. Fitness to work was discussed. One officer stated that the course will help him to better communicate with the people he supervises. Mike Steinkamp is running CIT training and has done a great job.	
<ul style="list-style-type: none"> <li>Community Health Advisor Program in Pointe Coupee</li> </ul>		The Pointe Coupee Hospital Board will not meet until January. Dr. Kasofsky was told that there is a 50% chance that the Board will approve to the Community Health Advisor Program. Despite the outcome of the Board meeting, CAHSD will move forward and put a part-time person in the parish using Federal prevention dollars.	
<ul style="list-style-type: none"> <li>Budget Matters</li> </ul>		DHH requested a scenario for a 5-25% reduction in state general funds. CAHSD submitted a proposal to eliminate the LINCCA (Texas Two Step) money. The scenario was approved, therefore, CAHSD does not have to lay off staff or remove services. Dr. Kasofsky thanked Jerry Phillips, DHH Undersecretary.	
<ul style="list-style-type: none"> <li>Pointe Coupee Board Membership Update</li> </ul>		Boards and Commissions has not replied to requests regarding the status of the Pointe Coupee Board vacancy. It was suggested that the Board write a letter to Boards and Commissions and Melanie Bueche, Pointe Coupee Police Jury President.	Dr. Kasofsky will call Melanie Bueche and Rob Marioneaux

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<ul style="list-style-type: none"> <li>January Board Meeting</li> </ul>		<p>Since January 9<sup>th</sup> is a state holiday, the Board agreed to hold the January Board meeting on the 10<sup>th</sup>.</p>	
<p><b>Reports from Chair</b></p> <ul style="list-style-type: none"> <li>Monitoring ED Performance Policy</li> </ul>	<p><b>Christy Burnett, Vice-Chair</b></p>	<p>Motion made to approve the Monitoring Executive Director Performance Policy as written by Amy Betts, seconded by Sandi Record and unanimously carried.</p> <p>The Evaluation Committee will meet on January 10<sup>th</sup> at 2:00pm. The committee will include: Jermaine Watson, Christy Burnett, Dr. Carpenter, and Wayne Delapasse.</p>	<p>Send ED Evaluation form to Amy</p>
<ul style="list-style-type: none"> <li>Asset Protection Policy</li> </ul>		<p>Motion made to approve the Asset Protection Policy by Kay Andrews, seconded by Vickie King and unanimously carried.</p>	
<ul style="list-style-type: none"> <li>Policy Review: Accountability of the Executive Director</li> </ul>	<p><b>Kay Long (via Amy Traylor)</b></p>	<p>The Board is in compliance with the Accountability of the Executive Director Policy.</p>	
<ul style="list-style-type: none"> <li>Policy Review Assignment</li> </ul>		<p>Becky Katz will review the Delegation to Executive Director Policy at the January Board meeting.</p>	
<p><b>Adjournment/ Next Meeting Date</b></p>		<p>The next meeting will be held on January 10, 2012 at 3:00 p.m. at 4615 Government Street, Building 2, Room 200.</p>	